



Van Raub Elementary PTO
8776 Dietz Elkhorn Road
Fair Oaks Ranch, TX 78015

Van Raub Elementary
2022/2023 PTO Board Meeting
September 1, 2022

- 1) Called to Order- 10:07am
- 2) Attendance: Karen Tollman, Megan Kokemer, Amber Harrold, Kartina Doran, Meagan McVicker, Erika Johnson, Katie McCleary, Amanda Mefford, Jacqueline C Ramon, Amanda Nicolet, Margie Saur
- 3) Budget review
 - a) Negative estimated operating budget due to increased costs from prior year, ~-\$50k
 - i) Commitment from Fall Fundraiser past two years– Net Revenue is \$65K, committed \$85k (see attachment). Money is taken from revenue for shirts, 10% to school, etc. so need to look at NET revenue and not just revenue for budgeting (to know how much we have to spend).
 - ii) Spring Fundraiser will cost more to create same event due to 2020 credit (\$7k credit last year).
 - iii) Increased Grant expense
 - iv) \$8.5k expected expense for back taxes, delinquencies and CPA Costs
 - v) Reminder- over \$500 needs a vote on budget
 - vi) Budget spreadsheet will be available next meeting (Sept. 29)
 - b) Recommendation:
 - i) Utilize Fall Fundraiser revenue for Campus Improvement (60%)/Event Expense/Operating Budget (40%)
 - ii) Allocate actual net revenue for Fall Fundraiser (FUN RUN) expenses vs gross
 - iii) Set expectations with staff for limited funds; limit ad hoc requests
 - iv) Accept one-time cost impacts and adjustments for this year utilizing reserve bank account
 - v) Correctly allocate expenses for future planning
 - vi) Next Steps:
 - (1) Update budget spreadsheet for October board vote
 - (2) Review with administration
- 4) Grandparents Day (Sept 9 & 12)
 - a) Volunteers- 10:15-1:00 SUG to be sent out today
 - b) Grandparents allowed to sit in courtyard, communication has been sent out by school with pre-registration instructions
 - c) Merchandise plan- table outside in shade with several shirt options; will use shirts with highest quantity. Will have volunteer runners to pick up shirt as requested.
 - d) Backdrop/Raubie – will use Step and Repeat, need volunteer for Raubie if possible
 - e) Flowers- Megan will talk to Blume Haus
 - f) Need Squares charged and ready, Margie to bring





Van Raub Elementary PTO
8776 Dietz Elkhorn Road
Fair Oaks Ranch, TX 78015

- g) Tax free event, voted on in August board meeting
- 5) Apex Fun Run – Karen taking the lead
- a) Dates: Oct 17 – Oct 28, run on the 27th
 - b) Meeting scheduled for 9/9 to review- Need to clarify % with APEX
 - i) Need to determine what we are fundraising for. Survey to staff suggests several needs. Campus improvement committee to meet in September to make decision
 - c) Fall fundraiser revenue – will use Net revenue (revenue minus costs) for future campus improvement needs
 - i) Consider using portion of revenue for operating budget to cover expected operating loss.
 - ii) Need to inform once determined
 - d) Shirts
 - i) Megan to include Cognito in this week’s staff email – deadline is September 25 for staff to provide shirt sizes
 - ii) Deadline for sponsors to get on shirt? Need logos for shirts by September 25
 - e) Volunteers – get out by first week of October
- 6) Winter Celebration
- a) This event is opportunity to give back to students & families at no cost, so we do want to do something
 - b) Communication
 - i) Early communication, no registration required
 - c) Volunteers – put out as early as possible
 - d) Activities discussed:
 - i) Options- cookie decorating, ornaments (foam might be easier than last year), hot chocolate (more toppings needed than last year), MORE crafts, Pin the Nose on Rudolph, smores, music to dance (outside or in back of gym), Santa, cake walk, face painting (maybe check with high school art students), snow machine (outside),
 - e) Opportunities
 - i) Incorporate service; letters to soldiers or nursing home, food drive, etc.
 - ii) Eliminate registration requirement
 - iii) Eliminate market
 - iv) Limit pizza option, pre-plate, first come first serve
 - f) Date Dec. 2 or 9; will use GroupMe to determine volunteer status of board/FOB
- 7) Campus Improvements Project
- a) Survey Results (29 staff responded)
 - b) Committee – volunteers were emailed, only 2 have opted to join the committee. Will include 1 additional parent volunteer that committed separately, plus Megan, Karen, Katrina, Kaye Lynn, Meagan McVicker, 2 staff (TBD)



Van Raub Elementary PTO
8776 Dietz Elkhorn Road
Fair Oaks Ranch, TX 78015

- c) Next Steps
 - i) Waiting for BISD Contact, Ramiro Guerrero, to set up meeting with us to move forward, deadline this week
 - ii) Megan to set up committee meeting for next two weeks to kick off
 - (1) Review survey results and determine focus
 - (2) Establish owners

- 8) Volunteers – Cassie - Not in attendance, will follow via GroupMe for updates
 - a) Current:
 - i) Picture Day – reminder sent today
 - ii) Grandparents day volunteer SUG distributed today
 - b) Room Parent Network, will follow up to finalize with individual missing teachers – planning on 9/15 training
 - c) Workroom Training – planning on 9/15 training

- 9) Sponsorship Update – Katrina/Cleo
 - a) Changed up sponsor packages – removed \$5K level, added \$1K level and shifted)
 - b) Current - \$7,000 Cash/\$3,000 trade
 - i) Received payments: Frost (1K), Fair Oaks Dental (\$500), Ancira (\$?), Cleo (\$?)
 - ii) Committed and Waiting for Check- Ford, VV Orthodontics, Ferris Orthodontics
 - c) How many chickens- We have 6 chickens and all are sold- might need to purchase new chickens
 - d) Trade Vendors- Good Morning Sunshine Yard Greetings (1.5K) and Texas Roadhouse (1.5K)
 - i) Parker’s Ice Cream- Possibility to come up with a flavor, donate and use for Fiesta, basket “experience” for silent auction

- 10) Membership
 - a) Current \$15,215
 - b) Contest update
 - i) Top 3 classrooms; Mrs. Choate, Mrs. Bowe, Mrs. Rhyne
 - (1) Pizza/Cotton Candy for top 3 is scheduled for 9/16 1:45 p.m. – 2:15 p.m. (kinder) and 2:20 – 2:50 1st grade
 - (2) Awaiting Amazon Wish lists for Bowe and Rhyne, have agreed to allow for fulfilling at a later date if classroom does not need immediately -must be in by February 28
 - (3) Will do ice-cream party after contest completion
 - c) Communication
 - i) Teacher updates by student – beginning September 9?
 - ii) Need fun communication to drive more engagement now that we have our top winners - Natalie

- 11) Staff Appreciation Update – Amanda and Jaqueline
 - a) September plans- Beverage focus, September 16, plans in the works



Van Raub Elementary PTO
8776 Dietz Elkhorn Road
Fair Oaks Ranch, TX 78015

- b) October plans- BBQ or coffee truck?
 - c) November – BISD Pie drive; contact Tootie Pies
 - d) Hospitality Team – Sydney Odom leading up
- 12) Spirit Nights Update – Shara
- a) Raising Cane’s – August 24 – Revenue, TBD
 - b) Willie’s Ice House – September 21
 - c) October?
- 13) General Meetings – 2 Need to be scheduled
- a) To be scheduled for Sept 29 evening & February
 - i) Discussion points- Fun Run, Fiesta, Campus Improvement and Winter Celebration

Meeting adjourned at 11:58am